



Job announcement

Public Information Officer Communications | House Republican Caucus Washington State House of Representatives

House Republican Caucus profile:

- The House Republican Caucus consists of: 41 Republican members of the Washington State House of Representatives; legislative assistants; and Policy Development, Communications and Leadership staff.
- The Communications staff works collaboratively to: promote the legislative priorities and solutions of the House Republican Caucus; support the legislative communications needs of individual Republican state representatives; and execute other public-affairs functions.
- The Communications staff consists of: a director; a deputy director; and seven public information officers (PIO).

Primary duties and expectations:

- Each PIO supports four to six Republican state representatives.
- Primary duties include, but are not limited to: drafting and editing news releases, email updates, newsletters, video scripts, podcast outlines, speeches, presentations, and other legislative communications; engaging in media relations; maintaining member legislative web pages; and assisting with social media, radio, virtual town hall meetings, telephone town hall meetings, traditional town hall meetings, and other legislative activities.
- PIOs are expected to be: collaborative; self-motivated; informed on legislative issues; and capable of multitasking and meeting deadlines.
- PIOs are expected to have strong writing, editing, and interpersonal skills. Proficiency in Microsoft Office applications, WordPress, and social media platforms is preferred.

Preferred qualifications:

- A bachelor's degree.
- At least two years of experience working in communications, journalism, media relations, public affairs, or a legislative-related field.

Salary and benefits:

- This is a full-time, at-will, permanent position located in the John L. O'Brien Building on the Capitol Campus in Olympia, Washington. Most employees of the Washington State House of Representatives have been working remotely under a telecommute policy since March 2020.
- Salary will be based on the candidate's previous job experience and qualifications. Salary range: \$59,184 - \$83,604.
- Benefits include: vacation, sick, and military leave; paid state holidays; health, life, long-term disability, and other optional insurance; social security; and retirement and deferred compensation programs.

How to apply:

- Applicants should email a cover letter, résumé, and three references to Communications Director John Handy (john.handy@leg.wa.gov) by **October 15, 2021**. Questions? Please call (360) 786-5758.
- Learn more at: houserepublicans.wa.gov | facebook.com/wahouserepublicans | twitter.com/wahousegop

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